

## **DECLARATION OF PERFORMANCE BY CONSULTANT/CONTRACTOR**

Briefly address each of the following items:

1. A brief synopsis of the company and the products/services it provides:

**Full service water and wastewater consulting engineering company**

2. Describe the normal procedure used on a bid of this type, giving the flow of purchase from the company to the ultimate purchaser:

**Subconsultants are identified based on the specifics of the individual project and our current staff workload and capabilities. If a need for subconsultants is identified, subconsultants are solicited based on demonstration of interest, qualifications, and past work history.**


3. List anyone outside of your company with whom you will contract on this bid:

The undersigned consultant/contractor certifies that: (check appropriate box)

- a) ☒ It is the normal business practice of the consultant/contractor to perform all elements of the contract with its own workforce without the use of subcontractors/vendors; and
- b) ☐ That the above documentation demonstrates this *firm's* capabilities to perform all elements of the contract with its own work force or without the use of subcontractors/vendors.
- c) ☐ The vendor/contractor will use a subconsultant(s) in the fulfillment of this scope of work.

3/10/2014

**Date**



**Authorized Signature**

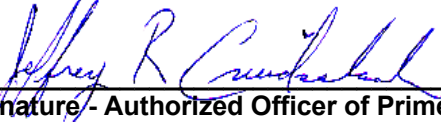
**PARTICIPATION DOCUMENTATION  
(TO BE COMPLETED BY PRIME CONSULTANT/CONTRACTOR ONLY)**

<b>Names of all firms Project (Including prime and subconsultants / subcontractors)</b>	<b>Location</b>	<b>SBDE Firm Yes/No</b>	<b>Nature of Participation</b>	<b>% of Project Work</b>
Hazen and Sawyer	Greensboro, NC	NO	Prime	100.0%

**TOTAL**      100%

Jeffrey Cruickshank, PE

**Name - Authorized Officer of Prime Consultant/Contractor Firm (Print/Type)**



**Signature - Authorized Officer of Prime Consultant/Contractor Firm**

3/10/2014

**Date**

### Managerial Profile

**Name of Firm:** Hazen and Sawyer, P.C.  
**Contact Person:** Jeff Cruickshank, PE  
**Title:** Senior Associate  
**Address:** 629 Green Valley Road  
Suite 200  
Greensboro, NC 27408  
**Telephone No.:** (336) 292-7940  
**Date:** March 10, 2014

List the managerial persons in your work force who will be participating in this project, including name, position, and whether the individuals are minority or woman within the definition\* of the City of Durham's Equal Business Opportunity Ordinance.

### Managerial Employees

NAME	POSITION	SOCIALLY/ECONOMICALLY DISADVANTAGED* (YES/NO)
Jeff Cruickshank	Project Manager	No
Ricardo Espinosa	Lead Project Engineer	Yes - AS
Michael Wang	Technical Review/Project Director	Yes - AS
Wayne Zhang	Project Engineer/Modeler	Yes - AS
Crystal Broadbent	Project Engineer/Modeler	Yes - W
Kevin Widderich	Field Coordinator	No
Megan Roberts	Project Engineer/Modeler	Yes – W
Todd Davis	Project Engineer/Modeler	No

\* M-Minority (African American), W-Woman, Other-H-Hispanic, AI-American Indian, AS-Asian American, Handicapped

## **EQUAL EMPLOYMENT OPPORTUNITY STATEMENT**

### **OFFICE POLICIES**

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#### **Minority and Women Businesses Enterprises (MBE and WBE)**

Hazen and Sawyer does not currently anticipate needing any sub-consultants to perform the proposed work. Hazen and Sawyer is committed to meeting or exceeding the City MBE/WBE goals on the projects and will commit our effort to ensure that these goals are met for each project. All required forms are completed accordingly.

(The following is an excerpt from Hazen and Sawyer's Employee Manual defining Equal Employment Opportunity.)

#### **Equal Employment Opportunity**

The Firm does not discriminate in recruiting, hiring, promoting and retention of staff members on the basis of race, creed, religion, color, national origin, disability, age, sex, marital status, veteran status, sexual orientation or citizenship status. The Firm provides an environment free from prejudice. Toward this end, the Firm has an affirmative action plant that communicates its equal opportunity policy to all relevant audiences within and outside the Firm. The Firm complies with all applicable Federal and State Laws governing nondiscrimination in employment in every location in which the Firm has facilities.

Effective: July 1, 1998

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## Part A – Employee Statistics for the Primary Location

HAZEN AND SAWYER EEO-1 REPORT 2014  JOB CATEGORIES	OVERALL TOTALS	M A L E S					F E M A L E S				
		WHITE CAUCASIAN	BLACK NEGRO	HISPANIC LATINO	ASIAN PACIFIC	AMERICAN INDIAN	WHITE CAUCASIAN	BLACK NEGRO	HISPANIC LATIN	ASIAN PACIFIC	AMERICAN INDIAN
OFFICIALS/MANAGERS	1	1									
PROFESSIONALS	5	1		1			2		1		
TECHNICIANS	1	1									
SALES WORKERS	N/A										
OFFICE/CLERICAL	1						1				
OPERATIVES	N/A										
LABORERS	N/A										
SERVICE WORKERS	N/A										
***2014 T O T A L S***	8	3		1			3		1		

Location (33) Greensboro,  
NC

MALES = 4

FEMALES = 4